

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT
DISTRICT**

February 5, 2024

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Lake Powell Residential Golf Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-Free: (877) 276-0889

January 29, 2024

Board of Supervisors
Lake Powell Residential Golf Community Development District

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Please Note Meeting Location

Dear Board Members:

The Board of Supervisors of the Lake Powell Residential Golf Community Development District will hold a Regular Meeting on February 5, 2024 at 2:00 p.m. (Central Time), at First Baptist Church – Sunnyside, 21321 Panama City Beach Pkwy, Panama City Beach, FL 32413. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Update: Gatehouse Report
4. District Counsel: Discussion/Consideration/Update
 - A. Stormwater Facility Management Services Agreement (*CDD approved, awaiting POA approval*)
 - B. POA Maintenance Agreement (*CDD approved, awaiting POA approval*)
 - Landscape Standards
 - C. Possible Land Swap with the POA for Gate Installation at Wild Heron Way and Pinfish
5. District Ecologist: Discussion/Consideration/Update
 - A. Perimeter Fencing Behind the Courts
 - B. Conservation Easement Swap Proposals
 - C. The Lake Doctors, Inc. Inspection Report
6. Discussion: St. Joe's Response Regarding Joint Meeting with Counsel
7. Consideration of New Leaf Service Proposals
 - 1511 Marsh Point Lane (\$475)
 - Marsh Point Lane Near Fenced in Equipment Area (\$800)

8. Discussion: Terminate Letter of Agreement Regarding POA Managing the Entry Welcome Center
9. Discussion: Feasibility of O&M Methodology Update Regarding Properties Currently Within District Boundaries (no outside impacts)
10. Consideration of Resolution 2024-01, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Bay County Supervisor of Elections Begin Conducting the District’s General Elections; Providing for Compensation; Setting forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date
11. Consideration of Resolution 2024-02, Approving a Spending Threshold; Authorizing the District Manager and the Chairman of the Board of Supervisors to Approve Expenditures; Providing a Severability Clause; and Providing an Effective Date
12. Consideration of Resolution 2024-03, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date
13. Acceptance of Unaudited Financial Statements as of December 31, 2023
14. Approval of December 4, 2023 Regular Meeting Minutes
15. Staff Reports
 - A. Ecologist/Operations: *Cypress Environmental of Bay County, LLC*
 - B. District Counsel: *Burke Blue*
 - Memo Regarding State Mandated Ethics Training for CDD Supervisors
 - C. District Engineer: *McNeil Carroll Engineering, Inc.*
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: March 4, 2024 at 2:00 PM (Central Time)

- QUORUM CHECK

SEAT 1	DAVID HOLT	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	DAVID DEAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	THOMAS BALDUF	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	JERRY ROBINSON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	FRANK SELF	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

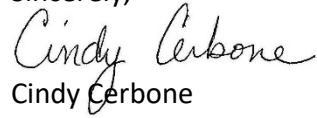
16. Board Member Comments

17. Public Comment

18. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez (561) 512-9027.

Sincerely,


Cindy Cerbone

Cindy Cerbone
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 131 733 0895

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

3

DATE	INCIDENT	OFFICER	RESOLUTION
10/13/2023	GATEHOUSE WENT BACK TO USING HALF SHEET PASSES WITHOUT AUTHORIZATION, FULL SHEET PASSES ARE REQUIRED FOR LEGIBILITY	UNSURE, INITIAL COMMUNICATION WAS 10/12/23 @ 8:46PM W/ NO RESPONSE	POA OFFICE WILL BE PRE-PRINTING THE PASSES TO ENSURE PROPER TRACKING OF MATERIALS AND THAT PASS PROCEDURE IS BEING FOLLOWED.
12/20/2023	VICKIE REPORTED ISSUES WITH GATE ARM FUNCTIONALITY. PAID QUALITY GATES TO COME INSPECT EQUIPMENT FOR DAMAGES, NOTHING WRONG WAS FOUND WITH FUNCTIONALITY.	VICKIE GOODMAN	POA OFFICE MEMBER OR MAINTENANCE TECH SHOULD INSPECT EQUIPMENT AFTER ISSUES ARE REPORTED TO VERIFY THE CLAIM
1/23/2024	SHARK'S TOOTH MEMBER WAS TURNED AWAY DUE TO THE INABILITY TO PRODUCE PROOF OF MEMBERSHIP AND HAD NO ACCESS CREDENTIALS	TIA LARKIN?	GUARDS SHOULD FIRST CALL CLUB TO VERIFY MEMBER, THEN POA OFFICE WITH OTHER ISSUES. MEMBERS ARE TO BE ISSUED A VISITORS PASS AND ADVISED TO REGISTER THEIR VEHICLE AT THE GOLF CLUB.

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

5C



The Lake Doctors, Inc.
Aquatic Management Services

Corporate Offices
3543 State Road 419
Winter Springs, FL 32708
1-800-666-5253
lakes@lakedoctors.com
www.lakedoctors.com

January 29th, 2024

Lake Powell Residential 728274
Panama City Beach, FL.

The ponds looked great today. There was little to no algae growth thanks to the cold. This is typical during the winter. The only thing I noticed today was some new cattail growth. Cattails are native and beneficial shoreline plant, but they can quickly take over a pond. Treating cattails is purely an aesthetic choice. It is best to take care of them early if they are not wanted.

Marsh Rabbit Run: There is still beneficial lemon bacopa around the edges. There was also a small amount of algae growth, but nothing to worry about.



Figure 1 Marsh Rabbit Run

Meadowlark Large Pond: The water level is back up to normal and the pond is looking great. Most of the mitigation is dead from the cold.



Figure 2 Meadowlark large pond



Figure 3 Meadowlark large pond

Meadowlark Small Pond: The water level is back up to normal and the pond looks great. There is a lot of new lily growth.



Figure 4 Meadowlark small pond

Marsh point: There is some aquatic vegetation and algae growth around the edge. It is not out of control, but I will monitor it for any large blooms.



Figure 5 Marsh Point

Sweetbay: The pond looks good. The grasses have mostly died from the cold.



Figure 6 Sweetbay

Turtleback: The pond looks great.



Figure 7 Turtle back

1520 Salamander Tr: The pond is full of water again and it is looking good.



Figure 8 1520 salamander

1576 Salamander Trail: The pond is looking great. The weeds and algae have not returned.



Figure 9 1576 salamander

West Wateroak Bend: The pond looks good as always.



Figure 10 West wateroak,

East Wateroak Bend: The pond still looks great.



Figure 11 East Wateroak

Sawgrass Ct: The pond still looks amazing.



Figure 12 Sawgrass Ct

Clubhouse: The pond looks good. There are a lot of pine needles, but this isn't an issue.



Figure 13 Clubhouse

Lost Cove Lane: The pond looks good. There is a few patches of cattails beginning to pop up. These are native, but they can very quickly overtake a pond. It is best to treat them when they are young like this, because full grown cattails can take months to decompose. Treating them is an aesthetic choice, and it won't harm the pond to let them continue to grow.



Figure 14 Lost cove lane

Linkside: The pond looks good. It appears the lilies have helped to keep the bladderwort under control.



Figure 15 Linkside

Dune Lake Trail: This pond still looks great.



Figure 16 Dune lake trail

This month the ponds were clean and full of water. Most of the mitigation has gone dormant for the winter and there is nearly no algae growth. This is typical for the winter time, but spring will bring growth. The cattails I mentioned can be taken care of easily, but it should be done before they get too prolific. They are beneficial for the pond, and treating them is for looks only. Another option would be to maintain the cattails quarterly once they are fully grown. Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Dylan Smith". The signature is written in a cursive style with a long horizontal line extending to the right.

Dylan Smith, Aquatic Biologist

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

6

St. Joe Proposal:

- SJ agrees to contribute \$100K to CDD for Wild Heron Way repaving.
- SJ agrees to cooperate and support CDD with effort to get County or FDOT to accept bridge for maintenance – no SJ monetary commitment, but will remain open to discussing.
- Front gate:
 - o SJ installs its own RFID reader...will share user information with POA.
 - o SJ will provide explanation of how SJ RFID works, including security benefits
 - o SJ vendors will follow current gate policies.
 - o Construction traffic – SJ has no current construction traffic using Wild Heron Way; no plans for construction traffic for development to north to use Wild Heron Way in the future; any future construction traffic (e.g., at current clubhouse and course) will follow current gate policies, under which construction vehicle access begins at 6:30 a.m.
- Back gate:
 - o Completion of golf course still approximately 2 years out; SJ will commit to maintain gate at back location for so long as property owned by SJ entity.
 - o SJ agreeable to the POA installing and implementing its own RFID tag reader and system at future back gate when vehicular access commences to allow Wild Heron residents to have a single system for monitoring ingress/egress of the community by POA Owners.
- SJ will make voluntary \$2500 monthly POA payment so long as SJ is using its own RFID reader at the front gate and POA adequately maintains Gate House, landscaping, etc.
- CDD will provide commitment that assessment methodology will not be revised prior to bond amortization.
- CDD and POA agree that they will cease any further demands for voluntary contributions from SJ for some time.
- POA acknowledges SJ exempt from ARC/ARB related to clubhouse and golf course; SJ will commit that new facilities on golf course will be developed to be consistent with neighborhood appearance and with consideration to aesthetics; POA and CDD to make effort to inform residents that Club and SJ property is private and unauthorized access is trespassing.

- SJ willing to work with POA on consent to updated Gov Docs so long as new documents do not impact SJ vested rights.
- SJ will provide informational materials advising about its development and construction plans; SJ will commit to an Open House on development status.
- POA and CDD will cooperate to distribute materials as provided by SJ for information and educational purposes to CDD residents and POA members.
- CDD and SJ to discuss SJ providing CDD free or reduced cost access to clubhouse for CDD Board meetings.



3:03 PM Fri Dec 29

Qwnes, address, or parcel id

STGC
OF PCB LLC

LAKE POWELL RESI



LAKE POWELL RESIDENTIAL GOLF

WILD HERON

35159-040-000

Google

3:00 PM Fri, Dec 29

Owner, address, or parcel ID

Google



LAKE POWELL RESIDENTIAL GOLF

WILD HERON

35159-040-000





**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

7

My apologies David
I always send a draft to Mark for accuracy and pricing -
this was supposed to go to him
I will send completed bid as soon as he completes.
Penny

Also writing CDD's Marsh Point bid

Yesterday 11:01AM

Scope of Work
1511 Marsh Point Lane

- 2 tall and thin Sandpines cut to ground level. Pines are encroaching Oak tree.
- All debris removed and taken to disposal facility

\$475 Due upon completion

Thank you,
Mark Dragonette
New Leaf Tree Service

Scope of Work
Marsh Point Lane near fenced in equipment area.

- Lower bushes approximately 4'6" to create visibility for roadway
- One sand pine cut to ground level. Tree is hanging over road and blocking view of traffic, pedestrians and cars exiting driveways.
- All debris removed and taken to dumping facility

\$800 Due Upon Completion

Thank you,
Mark Dragonette
New Leaf Tree Service

Thank you,

Jamie

Jamie Sanchez
District Manager

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

10

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), FLORIDA STATUTES, AND REQUESTING THAT THE BAY COUNTY SUPERVISOR OF ELECTIONS BEGIN CONDUCTING THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

WHEREAS, the Lake Powell Residential Golf Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Bay County, Florida; and

WHEREAS, the Board of Supervisors ("Board") of Lake Powell Residential Golf Community Development District seeks to implement section 190.006(3), Florida Statutes, and to instruct the Bay County Supervisor of Elections ("Supervisor") to conduct the District's General Election ("General Election").

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT:

1. **GENERAL ELECTION SEATS.** Seat 1, currently held by David Holt, Seat 3, currently held by Thomas Badulf, and Seat 4, currently held by Jerry Robinson, are scheduled for the General Election in November 2024. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Bay County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District’s General Election in November 2024, and for each subsequent General Election unless otherwise directed by the District’s Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 5TH DAY OF FEBRUARY, 2024.

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

CHAIR/VICE CHAIR, BOARD OF SUPERVISORS

ATTEST:

SECRETARY/ASSISTANT SECRETARY

Exhibit A

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE
LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Lake Powell Residential Golf Community Development District will commence at noon on June 10, 2024, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the Bay County Supervisor of Elections located at 830 W. 11th Street, Panama City, Florida 32401 (850) 784-6100. All candidates shall qualify for individual seats in accordance with Section 99.061, Florida Statutes, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Bay County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, Florida Statutes.

The Lake Powell Residential Golf Community Development District has three (3) seats up for election, specifically seats 1, 3 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 5, 2024, in the manner prescribed by law for general elections.

For additional information, please contact the Bay County Supervisor of Elections.

District Manager
Lake Powell Residential Golf Community Development District

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

11

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT APPROVING A SPENDING THRESHOLD; AUTHORIZING THE DISTRICT MANAGER AND THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO APPROVE EXPENDITURES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lake Powell Residential Golf Community Development District (the "District") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District has constructed or acquired various infrastructure improvements and land and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the District owns, operates and maintains certain public infrastructure facilities including, but not limited to, stormwater management, conservation areas, landscape and entry feature facilities; and

WHEREAS, the District expends funds generated from special assessments and otherwise to provide for the operation and maintenance of its facilities; and

WHEREAS, the District does not have an on-site facilities manager available to meet with vendors and oversee daily operations; and

WHEREAS, the District desires to appoint the Chairman of the District to monitor on-site operations and when necessary, pursuant to budgeted amounts, authorize additional services necessary to operate and maintain its facilities; and

WHEREAS, the District desires to provide a spending limit for which the District Manager or the Chairman of the Board of Supervisors of the District may approve, without prior board approval, reasonable and necessary expenditures related to District operations; and

WHEREAS, the District desires to provide a spending limit for which the District Manager or the Chairman of the Board of Supervisors of the District may approve, without prior board approval, reasonable and necessary emergency repairs.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. AUTHORIZATION. The District Manager and the Chairman are hereby authorized to approve proper and reasonable District expenditures without prior board approval. Each expenditure made pursuant to this authority shall be reported to the Board of Supervisors at its next regular meeting.

SECTION 2. APPROVAL OF SPENDING LIMIT.

a. Routine Operation and Maintenance Costs. The Board hereby authorizes and approves the District Manager or the District Chairman to approve proper and reasonable District expenditures for routine maintenance and operation cost for any budgeted line item without prior board approval in the amount of Ten Thousand Dollars (\$10,000.00) or less. All such expenditures shall be recorded in the normal course of business and included in the financials and check register of the District for subsequent Board approval or ratification.

b. Emergency repair Costs. The Board hereby authorizes and approves the District Manager or the District Chairman to approve proper and reasonable District expenditures for any emergency repairs to District property for any budgeted line item without prior board approval in the amount of Twenty Five Thousand Dollars (\$25,000.00) or less. All such expenditures shall be recorded in the normal course of business and included in the financials and check register of the District for subsequent Board approval or ratification.

SECTION 3. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Lake Powell Residential Golf Community Development District.

PASSED AND ADOPTED on the 5th day of February, 2024.

**LAKE POWELL RESIDENTIAL
GOLF COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

By: _____
Its: Chairman

Secretary/Assistant Secretary

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

12

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE AMENDMENT OF THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on August 1, 2022, the Board of Supervisors (“Board”) of the Lake Powell Residential Golf Community Development District (“District”), adopted a Budget for Fiscal Year 2022/2023; and

WHEREAS, the Board desires to amend the previously amended budget for Fiscal Year 2022/2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Fiscal Year 2022/2023 Budget is hereby amended in accordance with Exhibit “A” attached hereto; and

Section 2. This resolution shall become effective immediately upon its adoption, and be reflected in the monthly and Fiscal Year End September 30, 2023 Financial Statements and Audit Report of the District.

PASSED AND ADOPTED this 5th day of February, 2024.

ATTEST:

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
AMENDED GENERAL FUND BUDGET
FISCAL YEAR 2023
EFFECTIVE NOVEMBER 30, 2023**

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
AMENDED GENERAL FUND BUDGET
FISCAL YEAR 2023
EFFECTIVE NOVEMBER 30, 2023**

	Actual	Original Budget	Budget to Actual Variance	Proposed Amendment Increase/ (Decrease)	Amended Budget
REVENUES					
Assessment levy	\$ 728,890	\$ 717,935	\$ (10,955)	\$ 10,955	\$ 728,890
Interest & miscellaneous	9,399	1,000	(8,399)	8,399	9,399
Total revenues	<u>738,289</u>	<u>718,935</u>	<u>(19,354)</u>	<u>19,354</u>	<u>738,289</u>
EXPENDITURES					
Administrative					
Supervisors	8,612	5,000	(3,612)	3,612	8,612
Management	31,153	31,153	-	-	31,153
Accounting	11,012	11,012	-	-	11,012
Assessment roll prep	14,510	14,510	-	-	14,510
Audit	7,750	7,800	50	(50)	7,750
Legal	11,260	12,000	740	(740)	11,260
Engineering	11,067	13,280	2,213	(2,213)	11,067
Postage	1,519	1,775	256	(256)	1,519
Telephone	1,050	1,050	-	-	1,050
Website maintenance	705	750	45	(45)	705
Insurance	7,489	8,352	863	(863)	7,489
Printing and binding	1,500	1,500	-	-	1,500
Legal advertising	975	2,500	1,525	(1,525)	975
Other current charges	655	1,200	545	(545)	655
Special district annual fee	175	175	-	-	175
Trustee	4,080	7,431	3,351	(3,351)	4,080
Arbitrage	750	1,200	450	(450)	750
Dissemination agent	1,000	1,000	-	-	1,000
ADA website compliance	210	210	-	-	210
Total administrative	<u>115,472</u>	<u>121,898</u>	<u>6,426</u>	<u>(6,426)</u>	<u>115,472</u>

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
AMENDED GENERAL FUND BUDGET
FISCAL YEAR 2023
EFFECTIVE NOVEMBER 30, 2023**

	Actual	Original Budget	Budget to Actual Variance	Proposed Amendment Increase/ (Decrease)	Amended Budget
Security					
Contractual rangers	191,727	153,000	(38,727)	38,727	191,727
Total security	<u>191,727</u>	<u>153,000</u>	<u>(38,727)</u>	<u>38,727</u>	<u>191,727</u>
Lake wetland & upland monitoring					
Mitigation and monitoring					
Prescribed fires and gyro mulching	46,612	46,050	(562)	562	46,612
Ecologist	80,720	57,980	(22,740)	22,740	80,720
Signage	4,574	10,000	5,426	(5,426)	4,574
Upland mitigation area maintenance	3,880	-	(3,880)	3,880	3,880
Total lake wetland & upland monitoring	<u>135,786</u>	<u>114,030</u>	<u>(21,756)</u>	<u>21,756</u>	<u>135,786</u>
Roadway services					
Sidewalk repairs and maintenance					
Roadway repairs and maintenance	151,160	93,700	(57,460)	57,460	151,160
Roadway resurfacing	626,177	-	(626,177)	701,177	701,177
Road restriping, painting and other projects	-	40,000	40,000	(40,000)	-
Bridge repairs and maintenance	126,560	50,000	(76,560)	76,560	126,560
Total roadway services	<u>903,897</u>	<u>183,700</u>	<u>(720,197)</u>	<u>795,197</u>	<u>978,897</u>
Stormwater management					
Operations	-	17,250	17,250	(17,250)	-
Pond aeration	28,269	45,000	16,731	(16,731)	28,269
Electricity - lift stations	870	600	(270)	270	870
Stormwater system repairs	52,579	18,000	(34,579)	34,579	52,579
Total stormwater management	<u>81,718</u>	<u>80,850</u>	<u>(868)</u>	<u>868</u>	<u>81,718</u>
Other charges					
Feral swine removal	175	-	(175)	175	175
Meeting Room Rental	1,000	-	(1,000)	1,000	1,000
Boat house drop downs	-	50,000	50,000	(50,000)	-
Tax collector	7,534	14,957	7,423	(7,423)	7,534
Street lighting	8,316	-	(8,316)	8,316	8,316
Total other charges	<u>17,025</u>	<u>64,957</u>	<u>47,932</u>	<u>(47,932)</u>	<u>17,025</u>
Total expenditures	<u>1,445,625</u>	<u>718,435</u>	<u>(727,190)</u>	<u>802,190</u>	<u>1,520,625</u>
Excess/(deficiency) of revenues over/(under) expenditures	(707,336)	500	707,836	(782,836)	(782,336)
Fund balances - beginning	<u>1,883,138</u>	<u>1,742,519</u>	<u>(140,619)</u>	<u>140,619</u>	<u>1,883,138</u>
Fund balances - ending					
Committed					
Disaster	250,000	250,000	-	-	250,000
District bridge projects	100,000	100,000	-	-	100,000
Road projects	550,000	550,000	-	-	550,000
Storm system upgrades	50,000	50,000	-	-	50,000
Assigned					
3 months working capital	185,998	185,998	-	-	185,998
Unassigned	39,804	607,021	567,217	(567,217)	39,804
Fund balances - ending	<u>\$1,175,802</u>	<u>\$1,743,019</u>	<u>\$567,217</u>	<u>\$ (642,217)</u>	<u>\$1,100,802</u>

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2023**

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2023**

	General Fund	Debt Service Fund Series 2012	Total Funds
ASSETS			
Operating accounts			
BB&T	\$ 156,446	\$ -	\$ 156,446
Wells Fargo - operating 9486	46,820	-	46,820
Wells Fargo - operating 2941	694,435	-	694,435
Centennial Bank	259,427	-	259,427
FineMark			
Designated - stormwater compliance	127,064	-	127,064
Undesignated	122,889	-	122,889
FineMark - ICS	347,635	-	347,635
Investments			
Revenue	-	358,128	358,128
Reserve	-	219,431	219,431
Prepayment A	-	4,626	4,626
Due from governmental funds			
General fund	-	1,771	1,771
Due from other	9,850	-	9,850
Deposits	2,445	-	2,445
Total assets	<u>\$ 1,767,011</u>	<u>\$ 583,956</u>	<u>\$ 2,350,967</u>
LIABILITIES & FUND BALANCES			
Liabilities:			
Accounts payable off-site	\$ 1,630	\$ -	\$ 1,630
Accounts payable on-site	29,095	-	29,095
Due to governmental funds			
Debt service	1,771	-	1,771
Total liabilities	<u>32,496</u>	<u>-</u>	<u>32,496</u>
Fund balances:			
Committed			
Disaster	250,000	-	250,000
District bridge projects	25,000	-	25,000
Road projects	100,000	-	100,000
Stormwater system upgrades	50,000	-	50,000
Restricted for:			
Debt service	-	583,956	583,956
Assigned to:			
3 months working capital	260,646	-	260,646
Unassigned	1,048,869	-	1,048,869
Total fund balances	<u>1,734,515</u>	<u>583,956</u>	<u>2,318,471</u>
Total liabilities and fund balances	<u>\$ 1,767,011</u>	<u>\$ 583,956</u>	<u>\$ 2,350,967</u>

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED DECEMBER 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 538,689	\$ 661,136	\$ 1,017,039	65%
Interest & miscellaneous	2,422	7,163	1,000	716%
Total revenues	<u>541,111</u>	<u>668,299</u>	<u>1,018,039</u>	66%
EXPENDITURES				
Administrative				
Supervisors	1,077	2,153	8,612	25%
Management	2,596	7,788	31,153	25%
Accounting	917	2,753	11,012	25%
Assessment roll prep	1,209	3,627	14,510	25%
Audit	-	-	7,800	0%
Legal	1,620	1,620	12,000	14%
Engineering	-	-	13,280	0%
Postage	8	18	1,775	1%
Telephone	87	262	1,050	25%
Meeting room rental	-	-	4,000	0%
Website maintenance	-	-	750	0%
ADA website compliance	-	-	210	0%
Insurance	-	7,765	8,182	95%
Printing and binding	125	375	1,500	25%
Legal advertising	-	-	2,500	0%
Other current charges	33	115	1,200	10%
Office supplies	-	-	500	0%
Special district annual fee	-	175	175	100%
Trustee	-	-	7,431	0%
Arbitrage	-	-	1,200	0%
Dissemination agent	83	250	1,000	25%
Total administrative	<u>7,755</u>	<u>26,901</u>	<u>129,840</u>	21%

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED DECEMBER 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Security				
Security management services	25,312	42,052	210,931	20%
Total security	<u>25,312</u>	<u>42,052</u>	<u>210,931</u>	20%
Lake wetland & upland monitoring				
Mitigation and monitoring				
Prescribed fires and gyro mulching	7,250	8,900	46,050	19%
Ecologist	-	-	57,980	0%
Signage	-	-	5,400	0%
Total lake wetland & upland monitoring	<u>7,250</u>	<u>8,900</u>	<u>109,430</u>	8%
Roadway services				
Bridge repairs and maintenance	-	-	50,000	0%
Roadway repairs and maintenance	-	-	50,000	0%
Roadway resurfacing 98 to guard house	-	-	325,000	0%
Road restriping, painting, other projects	-	16,743	30,000	56%
Total roadway services	<u>-</u>	<u>16,743</u>	<u>455,000</u>	4%
Stormwater management				
Operations	-	-	17,250	0%
Pond aeration	(626)	838	5,000	17%
Electricity - lift stations	27	54	900	6%
Stormwater system repairs	214	214	18,000	1%
Total stormwater management	<u>(385)</u>	<u>1,106</u>	<u>41,150</u>	3%
Other charges				
Feral swine removal	-	-	500	0%
Cost share-amenity area	-	-	50,000	0%
Tax collector	10,774	13,223	21,188	62%
Street lighting	659	659	-	N/A
Total other charges	<u>11,433</u>	<u>13,882</u>	<u>71,688</u>	19%
Total expenditures	<u>51,365</u>	<u>109,584</u>	<u>1,018,039</u>	11%
Excess/(deficiency) of revenues over/(under) expenditures	489,746	558,715	-	
Fund balances - beginning	<u>1,244,769</u>	<u>1,175,800</u>	<u>1,206,448</u>	
Fund balances - ending				
Committed				
Disaster	250,000	250,000	250,000	
District bridge projects	25,000	25,000	25,000	
Road projects	100,000	100,000	100,000	
Storm system upgrades	50,000	50,000	50,000	
Assigned				
3 months working capital	260,646	260,646	260,646	
Unassigned	1,048,869	1,048,869	520,802	
Fund balances - ending	<u>\$1,734,515</u>	<u>\$1,734,515</u>	<u>\$1,206,448</u>	

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2012
FOR THE PERIOD ENDED DECEMBER 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 225,311	\$ 276,526	\$ 425,394	65%
Special assessment - direct bill	-	-	1,675	0%
Interest	1,261	6,307	-	N/A
Assessment prepayments	-	1,817	-	N/A
Total revenues	<u>226,572</u>	<u>284,650</u>	<u>427,069</u>	67%
Debt service				
Principal	-	230,000	230,000	100%
Interest	-	78,775	150,938	52%
Total debt service	<u>-</u>	<u>308,775</u>	<u>380,938</u>	81%
Other charges				
Tax collector	4,506	5,530	8,862	62%
Total other charges	<u>4,506</u>	<u>5,530</u>	<u>8,862</u>	62%
Total expenditures	<u>4,506</u>	<u>314,305</u>	<u>389,800</u>	81%
Excess/(deficiency) of revenues over/(under) expenditures	222,066	(29,655)	37,269	
Fund balance - beginning	361,890	613,611	589,271	
Fund balance - ending	<u>\$ 583,956</u>	<u>\$ 583,956</u>	<u>\$ 626,540</u>	

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
AMORTIZATION SCHEDULE - SERIES 2012
\$5,160,000**

Date	Principal	Interest Rate	Interest	Total Principal & Interest
11/01/2023	235,000.00	5.750%	81,362.50	316,362.50
05/01/2024	-	-	74,606.25	74,606.25
11/01/2024	250,000.00	5.750%	74,606.25	324,606.25
05/01/2025	-	-	67,418.75	67,418.75
11/01/2025	265,000.00	5.750%	67,418.75	332,418.75
05/01/2026	-	-	59,800.00	59,800.00
11/01/2026	280,000.00	5.750%	59,800.00	339,800.00
05/01/2027	-	-	51,750.00	51,750.00
11/01/2027	300,000.00	5.750%	51,750.00	351,750.00
05/01/2028	-	-	43,125.00	43,125.00
11/01/2028	315,000.00	5.750%	43,125.00	358,125.00
05/01/2029	-	-	34,068.75	34,068.75
11/01/2029	330,000.00	5.750%	34,068.75	364,068.75
05/01/2030	-	-	24,581.25	24,581.25
11/01/2030	355,000.00	5.750%	24,581.25	379,581.25
05/01/2031	-	-	14,375.00	14,375.00
11/01/2031	370,000.00	5.750%	14,375.00	384,375.00
05/01/2032	-	-	3,737.50	3,737.50
11/01/2032	130,000.00	5.750%	3,737.50	133,737.50
Total	\$ 2,830,000.00		\$ 828,287.50	\$ 3,658,287.50

**LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT
RECONCILIATION OF STORMWATER COMPLIANCE MONIES
DECEMBER 31, 2023**

Beginning balance		\$ 218,317.74
Kossen		
Invoice #54115	(8,040.75)	
Invoice #55223	(8,040.75)	
Invoice #55961	(8,040.75)	
Invoice #55964	<u>(3,233.00)</u>	(27,355.25)
Panhandle Engineering		
Invoice #60503-1/19	(1,450.00)	
Invoice #60503-1/20	(2,900.00)	
Invoice #60521/01	(1,800.00)	
Invoice #60521/02	(500)	
Invoice #60521/03	(1,000)	
Invoice #60521/04	(500)	
Invoice #60521/07	(3,500)	
Invoice #60521/08	(8,835)	
30-Apr-22	(39,289)	
Invoice #60521/11	<u>(2,000)</u>	(61,774.00)
The Service House		
Invoice #60396	(291.69)	
Invoice #60397	<u>(291.69)</u>	(583.38)
Shark's Tooth Golf Club		
Invoice #60947	(3,180.00)	
Credit memo #63609	<u>908.46</u>	(2,271.54)
Interest income	848.51	
Bank charges	<u>(118.34)</u>	730.17
Remaining available monies		<u><u>\$ 127,063.74</u></u>

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

**MINUTES OF MEETING
LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Lake Powell Residential Golf Community Development District held a Regular Meeting on December 4, 2023 at 2:00 p.m. (Central Time), at Shark’s Tooth Clubhouse, 2003 Wild Heron Way, Panama City Beach, Florida 32413.

Present were:

David Holt	Chair
David Dean	Vice Chair
Jerry Robinson	Assistant Secretary
Thomas Balduf	Assistant Secretary
Frank Self	Assistant Secretary

Also present:

Jamie Sanchez	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC (WHA)
Tristan LaNassa	District Counsel
Robert Carroll	District Engineer
Bethany Womack	Ecologist/District Operations Manager
Chris Brown	Resident
Tom Kerins	Resident
Kevin Dupont	Resident
Mary Doyle	Resident
Other Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 2:01 p.m.

All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

40 **THIRD ORDER OF BUSINESS**

**Discussion/Consideration: BrightView
Landscape Services Proposal for Extra Work
[Sprinkler Repairs and Turf Issues]**

41
42
43
44 Mr. Holt presented the Brightview proposal for extra work on Wild Heron Way and
45 explained that this is related to the roadwork that was recently completed. Some of the items on
46 the invoice are POA-incurred costs and some are CDD-incurred costs. The POA is amenable to
47 splitting the costs. The proposal is being presented to determine if the CDD Board is amenable as
48 well.

49 Regarding the CDD’s portion, Ms. Cerbone stated it would be 50% of the total amount of
50 \$7,238.65; the Board could motion to approve a not-to-exceed amount of \$4,500, with the
51 understanding that the paying party will be the POA, with the POA invoicing the CDD for the
52 CDD’s portion.

53
54 **On MOTION by Mr. Robinson and seconded by Mr. Self, with all in favor, the**
55 **BrightView Landscape Services proposal for extra work, including sprinkler**
56 **repair and turf issues, and the CDD’s portion of the costs, in the amount of**
57 **\$3,619.33, was approved.**

58
59
60 Ms. Sanchez will ask for the POA to invoice the CDD and copy the POA President.

61
62 **FOURTH ORDER OF BUSINESS**

**District Counsel: Discussion, Consideration
and Update**

63
64
65 **A. Stormwater Facility Management Services Agreement (CDD approved, awaiting POA**
66 **approval)**

67 **B. POA Maintenance Agreement (CDD approved, awaiting POA approval)**

- 68 • **Landscape Standards**

69 **C. Possible Land Swap with the POA for Gate Installation at Wild Heron Way and Pinfish**

70 These items were deferred.

71 Mr. Dean asked if District Counsel forwarded his letter to Attorney Brown and if a
72 response was received from St. Joe regarding the Board’s ongoing discussions. Mr. La Nassa

73 stated he did not have an update on the letter but knows that Mr. Burke was hopeful that Staff
74 would have received a draft agreement back from St. Joe but, thus far, nothing was received. Mr.
75 La Nassa will follow up with Mr. Burke and report back.

76

77 **FIFTH ORDER OF BUSINESS**

**District Ecologist: Discussion/
78 Consideration and Update**

79

80 **A. The Lake Doctors, Inc. October Inspection Report**

81 Ms. Womack presented the October Lake Doctors Report for Pond Management. It was
82 noted that most of the ponds look good. She discussed a pond with planktonic algae at the end
83 of Salamander Trail, the lack of rainfall and provided an update on the aerators.

84 Discussion ensued regarding the ponds, aerator issues, Lake Doctors, an inspection
85 report, Florida Power & Light (FPL), the County, lily pads, carp and a Florida panther sighting.

86 **B. Perimeter Fencing Behind the Courts**

87 Ms. Womack stated Staff is obtaining proposals from vendors for the area between the
88 courts and the gates, to close the gaps. This item is a priority because it is an area where the
89 feral hogs infiltrate the community.

90 Discussion ensued regarding area wildlife, implementing a hog program, an area map
91 showing gaps in fencing, a not-to-exceed amount and a color-coded map.

92 Ms. Womack will do her best based on what the Board directs and see if she can come up
93 with a not-to-exceed amount so this item can proceed; otherwise, it will need to wait until the
94 next meeting when she has proposals.

95 **C. Request for Gate Access to Zone 22 by Adjacent Property Owner**

96 Ms. Womack reported that the POA received a request from a property owner for a key
97 or gate access into Mitigation Zone 22, which is a work zone in the back, off Lost Cove. Ms.
98 Cerbone stated the property owner is asking for safety access and noted that a letter directly
99 from the property owner to Ms. Sanchez is needed in order for the Board to consider the request.
100 The letter should include a reason and the property owner's name and address.

101 Mr. Self voiced his opinion that it is bad practice to allow a property owner to have access
102 to those gates.

103 The property owner, who was in attendance, stated he would like a key because there
104 was a fire near his home recently and the Fire Department asked him to evacuate and implied
105 that, in case of a fire, a homeowner should have a key for them to access the area quickly.

106

107 **On MOTION by Mr. Balduf and seconded by Mr. Holt, with Mr. Balduf, Mr. Holf,**
108 **Mr. Dean and Mr. Robinson in favor and Mr. Self dissenting, giving both the**
109 **property owner and the POA a key to the gate in Mitigation Zone 22, for safety**
110 **reasons, was approved. (Motion passed 4-1)**

111

112

113 Ms. Sanchez would confer with the POA to make sure the property owner receives a
114 key.

115 **D. Conservation Easement Swap Proposals**

116 Ms. Womack stated there was no update on this. She will check on the progress with the
117 Surveyor and provide an update at the next meeting.

118 Ms. Womack reported that she received a proposal from a contractor who resides in the
119 community to pressure wash and redo the fence on the east side of 98. The POA would like the
120 fence repainted. She asked the contractor to revise the proposal to include repainting the bright
121 silver guardrails the same shade of brown and asked the Board to consider approving a not-to-
122 exceed amount of \$2,000.

123 Discussion ensued regarding the fence not being on CDD property, the POA, bridge
124 defects, the roadway and if there is a maintenance easement.

125 Ms. Womack will find out if St. Joe will remove the fence or maintain it.

126

127 **On MOTION by Mr. Balduf and seconded by Mr. Robinson, with all in favor,**
128 **allotting a not-to-exceed amount of \$2,000 for painting the guardrails on the**
129 **bridge, was approved.**

130

131

132 Ms. Womack stated she also received a \$2,500 proposal for installation of the speed signs
133 in shadowboxes. The signs would be on a post and inside of a wood shadow box with a solar
134 panel above it. The shadow box and post would be painted the same color as all the other signs

135 in the subdivision. Ms. Womack will obtain a certificate of insurance (COI) from the contractor
136 listing the CDD as additional insured.

137

138 **On MOTION by Mr. Dean and seconded by Mr. Holt, with all in favor, contracting**
139 **with Nextgen to construct and install shadowboxes for speed signs, in a not-to-**
140 **exceed amount of \$3,000, and subject to receipt of a Certificate of Insurance**
141 **listing the CDD as additional insured, was approved.**

142

143

144 **SIXTH ORDER OF BUSINESS**

Authorization of Fraudulent Check Write-
145 **off**

146

147 Ms. Sanchez stated that, in May 2022, a fraudulent check was cashed for \$9,850.
148 Management's Controller filed a claim with Wells Fargo Bank; however, the bank was unable to
149 recoup the funds and refuses to reimburse the CDD. Staff is requesting authorization for the
150 fraudulent check to be written off.

151 Ms. Cerbone stated that someone intercepted a check, changed the payee name to
152 themselves and cashed the check. It was listed on the balance sheet of the financials, in the asset
153 section under "Due from other." Staff cannot write the amount off, as the District's Accounting
154 firm, without the Board's approval; it would cost more to go into litigation against Wells Fargo.

155

156 **On MOTION by Mr. Dean and seconded by Mr. Self, with all in favor, authorizing**
157 **Staff to write-off the fraudulent check, in the amount of \$9,850, was approved.**

158

159

160 Mr. Robinson suggested considering moving the CDD's accounts to another bank.

161 Ms. Cerbone stated 98% of Management's clients have their operating accounts at Truist
162 Bank.

163

164 **On MOTION by Mr. Balduf and seconded by Mr. Robinson, with all in favor,**
165 **authorizing Staff to take any and all actions to start the transition of the CDD's**
166 **accounts from Wells Fargo Bank to Truist Bank, including obtaining the Board**
167 **Chair's signature once the checking account is opened, was approved.**

168

169

170 SEVENTH ORDER OF BUSINESS

Discussion: St. Joe’s Response Regarding
Joint Meeting with Counsel

171
172
173 This item was deferred to the next meeting.

174
175 EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial
Statements as of October 31, 2023

176
177
178 Ms. Sanchez pointed out the “Due from other” line item, on Page 1, related to the
179 fraudulent check.

180
181 **On MOTION by Mr. Robinson and seconded by Mr. Self, with all in favor, the**
182 **Unaudited Financial Statements as of October 31, 2023, were accepted.**

183
184
185 NINTH ORDER OF BUSINESS

Approval of October 2, 2023 Regular
Meeting Minutes

186
187
188 Ms. Sanchez presented the October 2, 2023 Regular Meeting Minutes.

189
190 **On MOTION by Mr. Self and seconded by Mr. Dean, with all in favor, the October**
191 **2, 2023 Regular Meeting Minutes, as presented, were approved.**

192
193
194 TENTH ORDER OF BUSINESS

Staff Reports

195
196 **A. Ecologist/Operations: Cypress Environmental of Bay County, LLC**

197 There was no report.

198 **B. District Counsel: Burke Blue**

199 Mr. La Nassa stated an update will be provided upon receipt of St. Joe’s response
200 regarding the Joint Meeting with District Counsel; information will be disseminated.

201 Ms. Cerbone stated, commencing in calendar year 2024, Board Members must complete
202 ethics training courses. She asked Mr. La Nassa to inform Mr. Burke that this item will be on the
203 February agenda and District Counsel will need to provide an update about options for ethics
204 training.

205 **C. District Engineer: McNeil Carroll Engineering, Inc.**

206 Mr. Carroll stated the County tested all fire hydrants on April 23, 2023.

207 Asked for an update on scoping the stormwater drains, Ms. Womack stated a
208 recommendation was made for the CDD to clear and improve all the access points to the pipes
209 and endings.

210 Discussion ensued regarding finding a vendor to clean the pipes, the water table, the
211 outfalls and the composition of the pipes.

212 **D. District Manager: Wrathell, Hunt and Associates, LLC**

- 213 • **NEXT MEETING DATE: February 5, 2024 at 2:00 PM (Central Time) First Baptist**
214 **Church – Sunnyside, 21321 Panama City Beach Pkwy, Panama City Beach, FL**
215 **32413**

216 ○ **QUORUM CHECK**

217 Ms. Sanchez stated, thus far, only the February meeting was confirmed. Staff is working
218 on confirming the remainder of the meetings for Fiscal Year 2024.

219 Ms. Sanchez and Ms. Cerbone discussed having the sound system checked at the church,
220 the size of the Fellowship Hall and meeting room set up.

221

222 **ELEVENTH ORDER OF BUSINESS**

Board Member Comments

223

224 Mr. Self asked if the rumors about issues at the main gate are valid. Ms. Sanchez stated
225 she is not aware of any personnel issues at the gate. Ms. Cerbone stated the CDD contracts with
226 the POA to manage the security and the Security Manager's office has not been contacted about
227 any personnel issues.

228 Asked if the Management receives monthly or quarterly security reports from the POA,
229 as per the Security Agreement, Ms. Cerbone stated no; however, Management can make a formal
230 request for quarterly reports from the POA, as outlined in the Agreement, for inclusion on the
231 agenda.

232 The consensus was for the POA to provide monthly security reports to Management,
233 going forward. Ms. Sanchez will alert the POA that the Board expects to receive a monthly report.

234 A Board Member reported that the Wild Heron POA Board unanimously agreed to alter
235 the times for front gate accessibility and the POA Board changed the Post Orders without
236 informing the CDD Board. Those Post Orders now allow access to all St. Joe employees, mostly
237 huge 18-wheelers containing 56,000 pounds of equipment. Some of the trucks have come close
238 to striking residents' vehicles on Pinfish, as the trailers make wide turns; this has been occurring
239 for quite a while. The Post Orders were redone and one of the POA Board Members even
240 addressed herself as President of the Board.

241 A Board Member voiced their opinion that this lends credibility to the CDD's request for
242 monthly reports.

243 In response to a question about the type of information the CDD is seeking, Ms. Sanchez
244 stated the items outlined include invoicing disputes, corrections, handling of resident phone calls
245 and resolving issues in a timely fashion.

246 Discussion ensued regarding the POA's actions and resident concerns about the front
247 entrance.

248 Ms. Sanchez will email a request for the security reports to the POA and copy Stephen
249 Undercoffer. Ms. Cerbone recommended a mid-month submission, starting with January 15,
250 2024 and on the 15th of every month thereafter. Ms. Sanchez stated, even though meetings are
251 held every other month, Staff will include all of the backups in the agendas.

252

253 **TWELFTH ORDER OF BUSINESS**

Public Comment

254 Resident Mary Doyle stated she is on the Camp Helen State Park Board and, while she
255 recognizes how problematic feral hogs are to the community and although they are not protected
256 under any law in Florida and can be trapped, it is her opinion that it would be best and more
257 compassionate if the trapping occurs out of sight. Ms. Doyle discussed a wildlife quadrant on the
258 northwest side of the CDD and the decrease in Florida panthers, coyotes and wolves. She voiced
259 her opinion that, if individuals cannot honor the local wildlife, they should sell their homes and
260 move elsewhere.

261 Resident Tom Kerins about CDD land ownership from 98 to the bridge. Mr. Dean stated
262 the CDD owns 100' of the original right-of-way (ROW), coming off the bridge.

263 Discussion ensued regarding ownership of the island in the middle of the road, repaving
264 from the gate to 98, whether the front entrance is owned by the CDD or St. Joe, a survey and a
265 water test for the golf course.

266 Ms. Cerbone stated that Mr. Carroll will research land ownership in the area and Staff will
267 include "clarification of ownership" on the next agenda, under the District Engineer's Report.

268 Mr. Dean asked for an explanation of the Assessment Methodology. Ms. Cerbone stated
269 Management's office is the end recipient of the documents from the District Engineer, District
270 Counsel and the Underwriter and all the information must be taken into consideration when
271 preparing the Assessment Methodology. She stated that without an Engineer outlining the
272 additional benefitted use to residential and/or commercial properties, Management cannot
273 prepare the debt or the O&M assessments.

274 Mr. Carroll will prepare a clarification of ownership for the next agenda and Staff will
275 update the Assessment Methodology when the time comes.

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277 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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280 **On MOTION by Mr. Dean and seconded by Mr. Self, with all in favor, the meeting**
281 **adjourned at 3:53 p.m., Central Time.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
B**



LES W. BURKE °
ROB BLUE, JR.
EDWARD A. HUTCHISON, JR.
DOUGLAS L. SMITH +
NEVIN J. ZIMMERMAN
MICHAEL S. BURKE
JOY MARLER MASTERS ++
CLARK T. ROGERS
NATALIE A. MCSWANE
DANIEL S. ROSENHEIM
GREGORY J. PHILO
JESSICA L. STEWART
KELLIANNE C. BARKLEY ***
JON GRONBECK
TRISTAN LANASA
GRAHAM CLARKE °*+++ ♦
WILLIAM C. HENRY °**
SANDRA A. WILSON °
CAROLINE LACOUR SMITH °

° OF COUNSEL
* ALSO ADMITTED IN GEORGIA
** ALSO ADMITTED IN NEW YORK
*** ALSO ADMITTED IN ALABAMA
+ CERTIFIED CIRCUIT COURT MEDIATOR
++ L.L.M. IN TAXATION
+++ CERTIFIED FAMILY MEDIATOR
♦ BOARD CERTIFIED MARITAL &
FAMILY LAW ATTORNEY

January 30, 2024

TO: Board of Supervisors, Lake Powell Residential Golf CDD

FROM: Michael S. Burke, Esq., Lake Powell Residential Golf CDD Counsel

cc: Cindy Cerbone, Lake Powell Residential Golf CDD, District Manager
Jamie Sanchez, Lake Powell Residential Golf CDD, District Manager

SUBJECT: STATE MANDATED ETHICS TRAINING FOR CDD SUPERVISORS

Pursuant to Section 112.3142, Florida Statutes, beginning January 1, 2024, independent special district board members, which includes community development district supervisors, are required to "complete 4 hours of ethics training each calendar year which addresses, at a minimum, s. 8, Art. II of the State Constitution, the Code of Ethics for Public Officers and Employees, and the public records and public meetings laws of this state."

The Florida Commission on Ethics recommends that officials who are subject to the law should complete the required training as close as possible to the date they assume office. A newly-elected official who assumes a new office on or before March 31 must complete the annual training on or before December 31 of that year. However, if the individual takes office after March 31, he or she is not required to complete the training until the next calendar year. Because the law has gone into effect just this year, Supervisors should complete training by March 31, 2024.

The training must include:

Article II, Section 8 of the Florida Constitution
Part III, Chapter 112, Florida Statutes (Code of Ethics)
Public Records
Public Meetings (Sunshine Law)

Training that covers all required topics is available from the Florida Institute of Government at: <https://iog.fsu.edu/online-training> . Staff from the Florida Commission on Ethics participate in this training module with Florida State University and the Florida Institute of Government. There is a small fee, currently \$79.00, for the training. You may find training from other sources, however, I recommend you use the above resource because of the affiliation with the Florida Commission on Ethics

Once you complete the training you will be issued a certificate of completion from the Florida Institute of Government, or other training source, which you should keep for your records. You must report your completed ethics training on Form 1. The training is a calendar year requirement and corresponds to the form year.

**LAKE POWELL
RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
D**

LAKE POWELL RESIDENTIAL GOLF COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE

LOCATION

Shark's Tooth Clubhouse, 2003 Wild Heron Way, Panama City Beach, Florida 32413

¹First Baptist Church - Sunnyside, 21321 Panama City Beach Parkway, Panama City Beach, Florida 32413

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 2, 2023	Regular Meeting	2:00 PM (Central Time)
December 4, 2023	Regular Meeting	2:00 PM (Central Time)
February 5, 2024¹	Regular Meeting	2:00 PM (Central Time)
March 4, 2024¹	Regular Meeting	2:00 PM (Central Time)
April 1, 2024¹	Regular Meeting	2:00 PM (Central Time)
May 6, 2024¹	Regular Meeting	2:00 PM (Central Time)
June 3, 2024¹	Regular Meeting	2:00 PM (Central Time)
August 5, 2024¹	Public Hearing and Regular Meeting	2:00 PM (Central Time)